



# Safety Codes Council

## MINUTES OF THE THIRD BARRIER FREE SUB-COUNCIL MEETING OF 2020

**DATE:** September 23, 2020

**TIME:** 9:00 a.m. to 11:50 a.m.

**LOCATION:** Teleconference

**PRESENT:** *Sub-Council Members*

Karen Muir, Chair  
Tracy Douglas-Blowers  
Brian Huxley  
Matthew Kay  
Bev Knudtson  
Robert Lipka  
Bob Macklon  
Tanya Marsh (Vice Chair)  
Donna Monkhouse  
Chris Chamber  
Ron Wickman  
Georg Rath

*Safety Codes Council*

Susan Rossmann, Kathryn Derkach, Jennifer Johnson  
Michael Lalonde, Kris Schmatz (Item 4.2)

*Alberta Municipal Affairs*

Linnie Tse, Laura Willcocks

**REGRETS:** Lee Ramsdell  
Deliany Sather

**GUESTS:** Corey Klimchuk, BSC Liaison

**RECORDER:** Jennifer Johnson

**2020 MEETINGS:** November 18

## 1. Meeting Opening

The Chair called the meeting to order at 9:00 a.m. A round table introduction was held and teleconference tips and etiquette were reviewed.

### 1.1 Agenda Adoption

**Brian Huxley/Matthew Kay moved that the agenda be adopted, as circulated; CARRIED**

### 1.2 Adoption of the June 10, 2020 Minutes

**Bev Knudtson/Matthew Kay moved to adopt the minutes of the June 10, 2020 meeting, as circulated; CARRIED**

## 2. Matters for Decision

### 2.1. Closed Session

**Robert Lipka/Matthew Kay moved to go into closed session; CARRIED.**

**Bev Knudtson/Brian Huxley moved to come out of closed session; CARRIED.**

#### 2.1.1. Appointment of Helen Evans Warren to represent Education and Training

**Bob Macklon / Bev Knudtson moved to recommend to the Board appointment of Helen Evans Warren to the Barrier Free Sub-Council to represent Education and Training for a term ending January 31, 2024, effective February 1, 2021; CARRIED**

### 2.2. Skills Matrix Review

The sub-council matrix was reviewed. Council Staff will update with submitted skills; Tanya will email her submission to Kathryn or Jennifer for inclusion in the matrix.

[Marsh]

### 2.3. Matrix Review

The sub-council matrix was reviewed to ensure it continues to appropriately represent the barrier free discipline.

**Bev Knudtson / Bob Macklon moved to accept the Barrier Free sub-council matrix as it currently is; CARRIED.**

## 3. Review Matters Arising/Action List

	Item	Action	Date	Responsible	Status/Update
1.	BFSC Scope in Terms of Reference	Changes to the objectives in the terms of reference will be incorporated when revised draft terms of reference are presented to	June 11/19	Council Administration	Continuing to document and update the BFSC's objectives outside of a terms of reference. Ongoing.

		the sub-councils as part of the governance review.			
2.	Awareness of barrier free including the design guide and minimum requirements	Use the spreadsheet created in the portal to track organizations or industry groups who have been informed of the guide. Members were asked to seek appropriate contacts for suggested organizations and inform them of the guide and to add to the list of suggested organizations, including their nominating organization.	Oct. 2/19	All	Ongoing.
		Suggest to organizations involved with design, plans review, permitting and construction stages to submit their recommendations to the Barrier Free Sub-Council to be incorporated into the Barrier Free Design Guide instead of having several different guides in place and potentially a supplement/appendix of specific issues that need to also be addressed within their jurisdiction.	Oct. 2/19	Lipka	Version 3 of the City of Edmonton's Access Design guide is almost complete. Robert will let everyone know when it's complete, possibly for the next meeting.
3.	Barrier free enforcement from a provincial perspective	Laura Willcocks with discuss this item further with SCO representative.	Oct. 2/19	Willcocks	Challenges to enforcement in rural areas and smaller centres. If the item is not life safety (ie. braille at a phone) it is closed as noncompliant. It has come to MA's attention that some towns think their bylaws overrule code and that is false.  Add to priorities list: rural municipalities staff and/or councillors trying to overrule code
4.	National Advisory Group Update	Continue to monitor the work being done by the national advisory group and how this could impact Alberta from both a policy and code perspective	Oct. 2/19	Willcocks	Update included in the AMA report
5.	Barrier free content for architects	Robert Lipka will draft correspondence specific to planners and architects	Nov 20/19	Lipka / Council Administration	Robert will work on it and send it around for review. Jen will list which schools have been contacted on the spreadsheet in the portal. Bev will supply some suggested wording to the

					Chair, Robert, and Council staff.
6.	SCO training content	Further information will be provided on cost, time frame to take course, and delivery options for Course 100125.  It was suggested that this information be sent to the AAA.	Nov 20/19	Wickman/ Council Administration	Would like to see content that applies just to barrier free made available to AAA members and on the Council website.  Council staff will post the course material in the portal for review by members only. Members to provide feedback.
7.	Heights of Operational Controls	Robert Lipka will circulate the national guide to determine how outdoor accessibility issues outside of the Building Code are addressed.	Nov 20/19	Lipka	Robert will bring to the next meeting. Ongoing.
8.	Link to the Ministry of Community and Social Services	As issues arise and expertise is required, a guest may be needed. Municipal Affairs will look into a connection at the Ministry of Community and Social Services.  AMA was able to connect with the Disability Advisory and Engagement branch at the Ministry of Community and Social Services. They will provide qualitative and quantitative data on issues related to the built environment.	Nov 20/19	Willcocks	Laura discussed with them in June but hasn't heard back. She will check in with them again but reported that the branch may be shorthanded at the moment so this item could take more time.

### On Hold Action Items

	Item	Action	Date	Trigger
1.	Barrier free design at development stage	City of Edmonton has pre-planning meeting where SCOs are welcome to participate and provide feedback before permits are issued	Nov 20/19 item 4.3	Further discussion with SCO representative.

### Recommendations for Updates for the Barrier Free Design Guide

*\*to be reviewed after the NBC 2020 is published*

	Item	Supporting Documents/Notes	Contact	Date
1.	Bariatric needs and design	Research was included in the portal as information. Additional information has been drafted for recommended additions to the Barrier Free Design	Knudtson	Nov. 20, 2019

		Guide and will be included in this research document.		
2.	Cognitive and communication disability needs and design	'4.3.6 SCC BFSC 2019 Priorities – Communication Cognition'	Knudtson	Oct. 2 2019
3.	Social Policy Change for Assisted Listening Devices	It was suggested that the Assisted Hearing Devices section of the Barrier Free Design Guide could also be updated to include the varying types of devices available.	Ramsdell	Nov. 20, 2019

**4. Matters for Discussion**

**4.1. AGM Update**

The following was discussed and a presentation is available in the portal

- Safety Codes Council AGM was postponed this year due to Covid-19 and plans are being made to host it virtually towards the end of October
- Need to hold the AGM to approve the bylaw changes that were recommended as a result of last year’s governance review
- A refresher of the recommendations was provided: dissolve the TCC, creation of two new sub-councils for Utilities and Private Sewage Disposal Systems

**4.2. Council Education Presentation**

A presentation by Kris Schmaltz and Michael Lalonde was included in the portal and highlights from the presentation included:

- The Council is reviewing its approach to education and training in the system and has developed outcomes and principles to guide programming
- Looking for stakeholder feedback on the proposed future direction of building capacity system-wide through shared understanding and knowledge, and any gaps anyone sees regarding education in the system.
- Targeting a broader system-wide audience could improve shared consistency in understanding of roles, responsibilities, and general knowledge in the safety system

After the presentation, the following was discussed:

- There are knowledge gaps around barrier free requirements, this leads to requests for relaxations because things are missed by designers and SCOs along the way
- Current trend of converting hotels to senior housing, opportunity for some education around that
- Would like to see a module on barrier free design featuring info that is in the barrier free design guide but not in the code (webinar, self-taught online module)

**4.3. BSC Liaison Report**

The following was discussed:

- Elevator modernization STANDATA being prepared by AMA which will clarify that a building permit is required, and therefore barrier free requirements will be applied
- Farm buildings were discussed, as there are no permits there are not barrier free requirements, BSC is looking to move the issue forwards

- National barrier free committee is being formed that AMA will be participating in. It is not part of the NRC.
- AMA working on user friendly improvements to their application for barrier free relaxation.
- NBC 2020 will not be out until 2021, therefore AB Edition won't be enforced until approximately December 2022
- Formed working groups for stacked townhomes and interior stair access for roofs

#### **4.3. Administrator/AMA Report**

The Administrator reported:

- New executive director is Shawn Ewasiuk who came from Seniors & Housing
- Accessibility Standards Canada - have been working to develop and revise access standards, have submitted them to the Minister of Access for consideration to turn them into a regulation
- Accessible Canada Act - 7 priority areas have been identified and a committee has been formed to begin work on these
- If provinces/territories do not have an accessibility act already they would look at including this
- New manager of Policies is Erin Black
- New Minister of Municipal Affairs is Tracy Allard

#### **4.5. 2021 Meeting Dates**

Proposed 2021 meeting dates were posted in the portal and reviewed by members.

#### **4.6. Council Updates**

A written report was included in the portal and updates were provided on:

- Staff continue to work from home until October
- Sub-council meetings continue to be online until further notice, members are asked to provide any feedback on how to improve the meeting experience
- ASCA has taken over responsibility for storage tank systems
- We have a new President & CEO, Amina Deiab, and she will be attending a future meeting
- Reminder to please fill out the member survey
- Increasing our social media presence, please forward any info your nominating organization would like to share with the general public
- The Council will be launching a new public website soon and is asking for members who would be willing to review and provide feedback (Bob Macklon and Chris Schambers volunteered)

#### **4.7. Strategic Planning**

The BFSC Priorities list was reviewed and the following was discussed:

- Members identified which priority items they would be available to work on/assist with
- Submission regarding "Lack of awareness of public/owners that barrier free minimum requirements exist in Alberta" was reviewed and will be added to the action list
- Submission regarding "Accessible Parking" was reviewed and will be added to the action list [Council Administration]

## **5. Meeting Finalization**

### **5.1. Round Table**

- Robert Lipka shared the following: City of Edmonton is designing a shared street space on 103 Avenue; Alberta Professional Planners Institute now has the BFDG available on their website; Working with U of A on healthy community guidelines; Working on the AFC technical committee for outdoor spaces
- Cory Klimchuk acknowledged the great work happening and reminded the sub-council to reach out to BSC if there are items they can assist with

### **5.2. Next Meeting**

The next meeting was reconfirmed for November 18, 2020 via teleconference at 9:00 a.m.

### **5.3. Meeting Adjournment**

**George Rath/Chris Schamber moved to adjourn the meeting at 2:30 p.m.; CARRIED.**

– NEW ACTION ITEMS –

**2.2. Skills Matrix Review**

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[Marsh]

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[Council Administration]



– MOTIONS –

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